

CA-PMM**Project Name:** Information Technology Modernization**OCIO Project #:** 2740-180**Department:** Motor Vehicles**Reporting Period:** From: 7/1/09 To: 7/31/09**Team Member to Project Manager****Current Task Summary**

Task or Deliverable	Scheduled Completion Date	Actual Completion Date	Issues?
AMIS DB2 Migration	4/5/10	N/A	none, on track
VR Central Inventory	10/30/09	N/A	none, on track
VR Micro Graphics	9/18/09	N/A	none, on track
VR VIN x-Ref	8/14/09	N/A	none, on track
VR ASF	12/11/09	N/A	none, on track
DMVA DL Implementation (4 Work Streams)	8/2/10	N/A	none, on track
DL Requirements & Analysis	9/30/09	N/A	none, on track
Work Stream #3 DCS Inquiry	7/31/09	N/A	Additional time was spent with the business customers reviewing requirements.
Work Stream #4 DL	9/30/09	N/A	none, on track
DL Design	10/30/09	N/A	none, on track
Work Stream #1 Architecture Framework	7/31/09	N/A	Additional time was needed reviewing and approving the design.
DL Build & UT	1/31/10	N/A	none, on track
Work Stream #1 Architecture Framework	8/24/09	N/A	none
Work Stream #2 UI Mock-up (screens)	7/31/09	N/A	Users were allotted additional time to review screens.
DL Integration Test	2/28/10	N/A	none, on track
Work Stream #1 Architecture Framework	10/23/09	N/A	none

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RTC Environment Replacement (CICS)(5 work streams)	2/10/12	N/A	none, on track
Design	8/31/10	N/A	none, on track
Work Stream #1 - System Services & Simple Inquiries (5 TLTs)	8/21/09	N/A	none
Build and Unit Test	12/31/10	N/A	none, on track
Work Stream #1 - System Services & Simple Inquiries (5 TLTs)	8/21/09	N/A	none
Work Stream #2 - DBIO Components	9/30/09	N/A	none, on track
Integration Test	6/30/11	N/A	none, on track
Work Stream #1 - System Services & Simple Inquiries (5 TLTs)	10/2/09	N/A	none, on track
TLT Rewrite (6 work streams)	5/24/13	N/A	none, on track
Work Stream #1 - TLT DL Inquiries	11/30/09	N/A	none, on track
Accomplished this week			
Finalized for approval Drivers License Design for Work Stream #1 Architecture Framework, Drivers License Requirements & Analysis for Work Stream #3 DCS DL Inquiry, and Drivers License Build & Unit Test for Work Stream #2 User Interface Mock-up			
Planned/Scheduled Completion in Next Two Weeks			
AMIS/DB2 Vehicle Registration X-Ref file migration			
Status Summary	Yes/No	Explanation	
Will all assigned tasks be accomplished by their due date?	No	Overall project milestones are on schedule. Some tasks are slipping due to development tool issues, escalation and corrective measures in progress.	
Are there any planned tasks that won't be completed?	No	All planned tasks will be completed. Overall project milestones are on schedule.	
Are there problems which affect your ability to accomplish assigned tasks?	Yes	Application Development Tool issues, Escalation and corrective measures in progress	

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Do you plan to take time off that is not currently scheduled?	No	N/A
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Status of Assigned Issues

Issue Number	Description	Due Date	Status
65	OTech data center environments; OTech is experiencing several challenges in meeting required ITM environment dates.	8/1/09	Issue resolution process in place, Progress has been made. Executive Management has been engaged, No major concerns at this time.
78	ITM Facilities Co-Location	8/1/09	Issue resolution process in place, reviewed weekly at DMV Management meeting.

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Questions	Yes/No	Cause	Impact	Action Required
1. Were recent milestones completed on schedule?	No	No milestones in July	N/A	N/A
2. Were any key milestones or deliverables rescheduled?	No	N/A	N/A	N/A
3. Was work done that was not planned?	No	N/A	N/A	N/A
4. Were there any changes to scope?	No	N/A	N/A	N/A
5. Were tasks added that were not originally estimated?	No	N/A	N/A	N/A
6. Were any tasks or milestones removed?	No	N/A	N/A	N/A
7. Were any scheduled tasks not started?	No	N/A	N/A	N/A
8. Are there any new major issues?	No	N/A	N/A	N/A
9. Are there any staffing problems?	No	N/A	N/A	N/A

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Questions	Yes/No	Impact	Action Required
1. Will upcoming critical path milestones or deliverables be delayed?	No	N/A	N/A
2. Do any key milestones or deliverables need to be rescheduled?	No	N/A	N/A
3. Is there any unplanned work that needs to be done?	No	N/A	N/A
4. Are there any expected or recommended changes to scope?	No	N/A	N/A
5. Are there any tasks not originally estimated that will need to be added?	No	N/A	N/A
6. Are there any tasks or milestones that should be removed from the plan?	No	N/A	N/A
7. Are there any scheduled tasks whose start will likely be delayed?	No	N/A	N/A
8. Are any major new issues foreseeable?	No	N/A	N/A
9. Are any staffing problems anticipated?	No	N/A	N/A

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Current Status and Accomplishments:

*Describe deliverables completed and milestones met during **this reporting period**.*

Finalized for approval Drivers License Design for Work Stream #1 Architecture Framework, Drivers License Requirements & Analysis for Work Stream #3 DCS DL Inquiry, and Drivers License Build & Unit Test for Work Stream #2 User Interface Mock-up

Project Milestones:

List key milestones and their dates from the project schedule.

Milestone	Target Date	Forecast Date	Status	Cause & Impact to Implementation Date	Date Completed
Data Record Migration (AMIS to DB2)	4/5/10	4/5/10	On track	N/A	N/A
Department of Motor Vehicles Automation Replacement	2/17/12	2/17/12	On track	N/A	N/A
DMVA DL	8/1/10	8/1/10	On track	N/A	N/A
DMVA VR	2/17/12	2/17/12	On track	N/A	N/A
Real Time Control to CICS	2/10/12	2/10/12	On track	N/A	N/A
Transaction Logic Tasks	5/24/13	5/24/13	On track	N/A	N/A

Variances

Check the appropriate box for each project element listed below. Please describe the actions you plan to take for those items marked "Caution" or "Significant Variance".

	On Plan <5%	Caution 5-10%	Significant Variance >10%	Action Required
Schedule	X			N/A
Milestones	X			N/A

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Project Manager to Sponsor

Deliverables	X			N/A
Resources	X			N/A
One-time Cost	X			N/A
Continuing Cost	X			N/A

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Sponsor to Executive Committee

Summary Milestones and Highlights

Project Milestones: <i>List key milestones and their dates from the project schedule. Explain in issues section if a milestone's status is behind.</i>					
Milestone	Target Date	Forecast Date	Status	If Delayed, Impact to Implementation Date	Date Completed
Data Record Migration (AMIS to DB2)	4/5/10	4/5/10	On track	N/A	N/A
Department of Motor Vehicles Automation Replacement	2/17/12	2/17/12	On track	N/A	N/A
DMVA DL	8/1/10	8/1/10	On track	N/A	N/A
DMVA VR	2/17/12	2/17/12	On track	N/A	N/A
Real Time Control to CICS	2/10/12	2/10/12	On track	N/A	N/A
Transaction Logic Tasks	5/24/13	5/24/13	On track	N/A	N/A

Variances Check the appropriate box for each project element listed below. Please describe the actions you plan to take for those items marked "Caution" or "Significant Variance". <i>* Priority of schedule, scope, budget, and quality from Final Ranking established in the Priority Analysis</i>				
	On Plan <5%	Caution 5-10%	Significant Variance >10%	Action Required
Schedule	X			N/A
Milestones	X			N/A
Deliverables	X			N/A
Resources	X			N/A

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One Time Cost	X			N/A
Continuing Cost	X			N/A

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Monitoring Vital Signs Scorecard

Vital Sign	Variance	Value	Your Score	Score Justification
1. Customer Buy-In	High Degree of Buy-In	0	0 Green	The project formed a Business Readiness Committee with representation from each DMV division. The Committee is fully engaged, meeting on a monthly basis.
	Medium Degree of Buy-In	1		
	Low Degree of Buy-In	2		
2. Technology Viability	Strong Viability	0	0 Green	The project has adopted an industry standard migration from legacy systems to a Web technology and DB2 solution. This maximizes maintenance and operation support going forward.
	Medium Viability	1		
	Weak Viability	2		
3. Status of the Critical Path (delay)	<5%	0	0 Green	Sub-Project Milestone Critical Paths remain on target to Special Project Report (SPR) dates. Interim milestones have been adjusted by the ITM 3.2 Strategy change requests.
	5% to 10%	1		
	>10%	2		
4. Cost-to-Date vs. Estimated Cost-to-Date (higher)	<5%	0	0 Green	Cost to date is on budget to the SPR
	5% to 10%	1		
	>10%	2		
5. High-Probability, High-Impact Risks	0 to 3	0	0 Green	The Project has three (3) open high impact Risks at this time. Risk identification and tracking process is in place and Executive Management continues to regularly review risks. The project is actively managing the risks.
	4 to 6	1		
	>6	2		
6. Unresolved Issues (on time resolution)	On time	0	0 Green	Issue resolution and tracking process is in place and Executive Management continues to regularly review issues. The project is actively managing the issues. Issues are resolved in a timely fashion.
	Late with no impact	1		
	Late impacting the critical path	2		
7. Sponsorship Commitment	Fully engaged	0	0 Green	The Sponsor is a principle stakeholder and vested in the projects success. The Sponsor formed a Steering committee consisting of
	Partially engaged	1		

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	Inadequate engagement	2		Division Deputies and Department Advisors.
8. Strategy Alignment	Strong alignment	0	0 Green	The ITM Project regularly interacts with DMV Strategic planning office and other DMV projects to ensure strategic and deployment alignment.
	Partial alignment	1		
	Weak or no alignment	2		
9. Value-to-Business	Strong	0	0 Green	Positions DMV to better serve the public, customer and agency needs by updating legacy systems and services to an industry standard solution.
	Medium	1		
	Weak	2		

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10. Vendor Viability (provide rationale for the rating in the field following the scorecard)	Strong	0	0	Green	See below
	Medium	1			
	Weak	2			
11. Milestone Hit Rate (rate of achievement as planned)	>90% on time	0	0	Green	The project is on track to meet all major milestones
	80-90% on time	1			
	<80% on time	2			
12. Deliverable Hit Rate (rate of production as planned)	>90% on time	0	0	Green	The ITM Project meets deliverable dates.
	80-90% on time	1			
	<80% on time	2			
13. Actual vs. Planned Resources	>90% assigned and available	0	0	Green	Staffing levels are consistent with the SPR.
	80-90% assigned and available	1			
	<80% assigned and available	2			
14. Overtime Utilization (% of effort that is overtime)	<15%	0	0	Green	No DMV overtime has been used.
	15-25%	1			
	>25%	2			
15. Team Effectiveness	Highly Effective	0	0	Green	Effective interaction and execution between DMV and its contract partners continues.
	Moderately Effective	1			
	Ineffective	2			
Total			0	G	

Green = 0 - 8
Yellow = 9 - 19
Red = 20+

Vendor Viability Rating Rationale

Electronic Data Systems (EDS) continues to add additional resources and meet both project schedule and deliverable targets. EDS brings extensive project management skills, technology experience, and is a financially sound division of Hewlett Packard. EDS/HP Executive leadership has proven to be committed to the DMV Information Technology Modernization effort and meets regularly with the project Sponsor.